

**BID NO.: 6050-1/24**

**OPENING: 2:00 P.M.  
Wednesday  
May 29, 2013**

**MIAMI-DADE COUNTY, FLORIDA**

**I N V I T A T I O N  
T O B I D**

**TITLE:**

**ROLL-UP DOORS: INSPECTION, REPAIR,  
FURNISH AND INSTALLATION SERVICES**

**FOR INFORMATION CONTACT:**

**DENIS CHUNG, 305-375-3904  
E-mail: HCDC@miamidade.gov**

**IMPORTANT NOTICE TO BIDDERS:**

- **READ THIS ENTIRE DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND  
HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN  
PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **FAILURE TO SIGN BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID  
NON-RESPONSIVE**



**MIAMI-DADE COUNTY, FLORIDA**

**INVITATION TO BID**

**Bid Number: 6050-1/24**

**Bid Title:** Roll-Up Doors: Inspection, Repair, Furnish and Installation Services

**Procurement Officer: Denis Chung**

**Bids will be accepted until 2:00 p.m. on May 29, 2013**

**Bids will be publicly opened.** The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

**Instructions:** The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two copies of the Bid Submittal, plus attachments if applicable.

All Bids received time and date stamped by the Clerk of the Board prior to the bid submittal deadline shall be accepted as timely submitted. The circumstances surrounding all bids received and time stamped by the Clerk of the Board after the bid submittal deadline will be evaluated by the procuring department, in consultation with the County Attorney's Office, to determine whether the bid will be accepted as timely.

**NOTICE TO ALL BIDDERS:**

- **FAILURE TO SIGN THE BID SUBMITTAL FORM WILL RENDER YOUR BID NON-RESPONSIVE.**
- **THE BID SUBMITTAL FORM CONTAINS IMPORTANT CERTIFICATIONS THAT REQUIRE REVIEW AND COMPLETION BY ANY BIDDER RESPONDING TO THIS SOLICITATION.**
- **THIS SOLICITATION IS BEING ISSUED FOLLOWING A RECOMMENDATION TO REJECT EARLIER BIDS RELATING TO BID No. 6050-1/23 TITLED ROLL-UP DOORS; INSPECTION, REPAIR, FURNISH & INSTALLATION SERVICES. ANY AWARD RESULTING FROM THIS SOLICITATION SHALL BE MADE SUBJECT TO AND ONLY UPON APPROVAL OF SUCH REJECTION.**

All general terms and conditions of Miami-Dade County Procurement Contracts for Invitations to Bid are posted online. Persons and Companies that receive an award from Miami-Dade County through the County's competitive procurement process, must anticipate the inclusion of these requirements in the resultant Contract. These terms and conditions are considered non-negotiable and subject to the County's final approval.

All applicable general terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the following link:

**<http://www.miamidade.gov/procurement/library/general-terms-and-conditions-itb.pdf>**

**SECTION 2**  
**SPECIAL CONDITIONS**

**2.1 PURPOSE**

The purpose of this solicitation is to establish a contract to purchase inspection and repair services for industrial roll-up doors and related equipment situated in Miami-Dade County facilities. The types of doors include, but are not limited to; various roll-up, overhead and bi-fold garage bay doors that are electro-mechanically or manually operated. The contract shall also provide for the purchase and installation of new doors in conjunction with the needs of the County.

**2.2 TERM OF CONTRACT**

This contract shall be in effect for a period of five (5) years, commencing on the first calendar day of the month following approval of the contract by the Board of County Commissioners or designee. The contract shall expire on the last day, of the last month, of the five-year contract term.

**2.3 WAGE REQUIREMENTS**

Bidders are advised that the provisions of §2-11.16 et seq., Code of Miami Dade County, Responsible Wages on County Construction Contracts, will apply to any contract award pursuant to this bid. By submitting a bid under these provisions, a bidder agrees to comply and acknowledges awareness of the penalties for non-compliance.

A package containing Supplemental General Conditions, Wages & Benefits Schedule, Notice to Employees, Fair Wage Affidavit, Payroll Form and references for the County Code, is available through the Small Business Development office, Stephen P. Clark Building, 111 NW 1<sup>st</sup> Street, 19<sup>th</sup> Floor, Miami, FL 33128, telephone (305) 375-3111, or on their website at: <http://www.miamidade.gov/business/library/reports/2013-rwb-building.pdf>

'Responsible Wages & Benefits' applies to all construction projects over \$100,000 that do not utilize federal funds. For federally funded projects, unless prohibited by federal or state law or disallowed by a government funding source, the higher wage between the 'Davis-Bacon Wage Schedule' and 'Responsible Wages & Benefits' applies.

**2.4 OPTION TO RENEW**

Prior to (or upon) completion of the initial term, the County shall have the option to renew this contract for one additional five (5) year term.

Should the awarded bidder decline the County's right to exercise the option period, the County may consider the awarded bidder in default which decision may affect that awarded bidder's eligibility for future contracts.

**2.5 METHOD OF AWARD****2.5(A) GROUP 1: Inspection Services**

Award of this group will be made to the three (3) lowest priced responsive, responsible bidders for bi-annual inspection services who meet the minimum qualifications set forth in section 2.5 paragraph (D) of this solicitation. While the award will be made to multiple bidders to assure availability, the lowest priced bidder will be given the first opportunity to perform under this contract. The County intends to award this contract to the designated lowest bidder as the primary, the designated second lowest bidder as the secondary bidder and the third lowest bidder as the tertiary

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bidder. If the primary bidder declines this opportunity the County shall seek the identified services from the secondary bidder, or from the tertiary should the secondary decline.

Awarded bidders under Group 1 are deemed prequalified for Group 2, and are therefore eligible to participate in future spot market competitions for repair and installation services of roll-up door systems at any county facility identified in this solicitation. Bidders can complete Section 4.3 to automatically participate in Group 2.

**2.5(B) GROUP 2: Repair, Furnish and Installation Services - Prequalification**

All responsive and responsible bidders that meet the minimum qualifications described in Section 2.5 paragraph (D), will be deemed pre-qualified to participate in future spot market competitions for the repair, furnish and installation services of industrial roll-up doors at various County facilities.

When the County identifies a repair or installation, the bidders will be invited to offer a proposal for the service. The award of the service to one bidder does not preclude the remaining pre-qualified bidders from submitting proposals for other services when requested by County departments.

It shall be the sole prerogative of the County as to the number of bidders who will be initially included as a prequalified bidder under this contract. During the term of this contract, the County reserves the right to add or delete bidders as it deems necessary or in its best interests. If the County elects to add bidders, they must meet the minimum qualifications established for the original competition.

**2.5(C) GROUP 3: Emergency Repair Services**

Award of this group will be made to the three (3) lowest priced responsive, responsible bidders for emergency repair services who meet the minimum qualifications set forth in section 2.5 paragraph (D) of this solicitation. While the award will be made to multiple bidders to assure availability, the lowest priced bidder will be given the first opportunity to perform under this contract. The County intends to award this contract to the designated lowest bidder as the primary, the designated second lowest bidder as the secondary bidder and the third lowest bidder as the tertiary bidder. If the primary bidder declines this opportunity the County shall seek the identified services from the secondary bidder, or from the tertiary should the secondary decline.

**2.5(D) Minimum Qualifications for Groups 1, 2 and 3.**

In addition to other County and contract requirements, all bidders shall meet the following minimum qualifications: (See Section 4.1)

1. Bidders and/or its subcontractor(s) shall hold an Electrical and/or General Contractors License. A valid copy of the license shall be included in the bidder's bid submittal.
2. In accordance with the Code of Miami-Dade County, Florida, Section 10-3 (B), any person, firm, corporation or joint venture which submits an offer in response to this County solicitation, shall provide a valid Certificate of Competency for 'Garage and Industrial Doors' issued by the State or County Examining Board qualifying said person, firm, corporation or joint venture to perform the work proposed.

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3. If work for other trades is required in conjunction with this solicitation and will be performed by a subcontractor(s), an applicable Certificate of Competency issued to the subcontractor(s) shall be submitted with the prime bidder's offer.
4. Bidders shall have at least one (1) year experience in inspection, repair and installation services as described herein. Bid submittals shall therefore include a minimum of three (3) references where the firm has performed the required services.
5. Bidder shall maintain a fully equipped office with phone, facsimile and an e-mail address of staff accessible Monday thru Friday, during working hours from 8:00 AM to 5:00 PM, to respond to the County's requests. For firms participating in Group 3, information shall also be included for 24-hour, 7 day emergency requests. (See Section 4.4)

**2.6 PRICES**

**2.6(A) GROUP 1: Inspection Services**

The initial contract prices for inspection services resultant from this solicitation, shall remain fixed and firm for a twelve-month period from the contract's initial effective date. Bidders may request a price adjustment no less than ninety (90) days prior to the completion of each twelve-month period of the contract term. It is the bidder's responsibility to request any pricing adjustment under this provision, and the request should not be in excess of the relevant pricing index change. The County may consider an adjustment to price based on the Bureau of Labor Statistics Consumer Price Index (CPI), for the categories of 'All Urban Consumers', 'All Items', 'Miami-Ft. Lauderdale Area'.

Failure to request a price adjustment within the allotted time will be interpreted by the County as acceptance of contract continuation without pricing adjustment. Any adjustment request received after the commencement of a new twelve month period may not be considered.

Equally, the County reserves the right to negotiate lower pricing for each twelve month period based on market research information or other factors that influence price. The County reserves the right to apply any reduction in pricing for the additional term based on the downward movement of the CPI.

The County reserves the right to reject any request for price adjustments submitted by the awarded bidder, and/or to not exercise any otherwise available option period based on such price adjustments. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative and not a right of the awarded bidder. This prerogative will be exercised only when such continuation is clearly in the best interest of the County.

The hourly rate quoted shall be deemed to provide full compensation to the bidder for labor, equipment use, travel time, materials and any other element of cost. This rate is assumed to be at 'straight-time', except where otherwise stated. The bidder shall comply with any other wage standards specifically set forth in this solicitation and resultant contract, and any other applicable laws of the State of Florida. (See Section 4.2)

**2.6(B) GROUP 3: Emergency Repair Services**

The initial contract prices for emergency repair services resultant from this solicitation, shall remain fixed and firm for a twelve-month period from the contract's initial effective date. A price adjustment is permissible under the guidelines described in Section 2.6 paragraph (A).

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The hourly rate quoted shall be deemed to provide full compensation to the bidder for labor, equipment use, travel time, materials and any other element of cost. The bidder shall comply with minimum wage standards, and/or any other wage standards specifically set forth in this solicitation and resultant contract, and any other applicable laws of the State of Florida. (See Section 4.2)

**2.7 INDEMNIFICATION AND INSURANCE (MDAD)**

In addition to the requirements outlined in Section 1.21, the following is also required by the Miami-Dade Aviation Department:

- a. Commercial General Liability Insurance in an amount not less than one million (\$1,000,000) combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- b. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$500,000 combined single limit per occurrence for bodily injury and property damage.

**Contractors will not be permitted on the Miami International Airport's Aircraft Operating Airside (AOA) without increasing automobile coverage to \$5 million.** Only vehicles owned or leased by a company will be authorized for the AOA. Vehicles owned by individuals will not be authorized. A \$1 million limit applies to all other MDAD airports.

**2.8 GUARANTEE AGAINST DEFECTS**

Bidder(s) shall, in addition to all other guarantees, be responsible for faulty labor and defective material and equipment for a period of one hundred and eighty (180) calendar days after date of acceptance of the labor, material and/or equipment by the County. The bidder shall promptly correct these deficiencies without cost to the County, within two (2) calendar days after receiving notification of such deficiencies in writing. Payment in full for the work does not constitute a waiver of guarantee.

**2.9 CHANGES**

Although this solicitation and resultant contract identifies specific sites and types of services, it is hereby agreed and understood that the County may at its option, add or delete sites and services. Should the County determine that sites need to be added, the County will obtain quotes from all the awarded bidders for Group 2 on an as-needed basis.

**The County may determine to obtain price quotes for the additional services from other bidders in the event that fair and reasonable pricing is not obtained from the current contract bidders, or for other reasons, at the County's discretion.**

**2.10 COMPLIANCE / REGULATIONS**

*2.10(A) Legal Requirement for Pollution Control*

It is the intent of these specifications to comply with the Miami-Dade County Pollution Control Ordinance as stated in Chapter 24 of the Miami-Dade Code. This ordinance is made a part of these specifications by reference and may be obtained, if necessary, by the bidder through Permitting, Environment and Regulatory Affairs 33 SW 2nd Ave., Miami, Florida 33130, Telephone (305) 372-6789.

**SECTION 2**  
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*2.10(B) Toxic Substances/Federal "Right to Know" Regulations*

The Federal "Right to Know" Regulation implemented by the Occupational Safety and Health Administration (OSHA) requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe handling practices and emergency procedures. It also requires notification to local fire departments of the location and characteristics of all toxic substances regularly present in the workplace. For additional information on the Federal Right to Know Regulation, contact OSHA at [www.OSHA.gov](http://www.OSHA.gov) or call (954) 424-0242.

*2.10(C) Accident Prevention, Barricades and Safety*

Precautions shall be exercised at all times for the protection of persons and property. All bidders performing services under this contract shall conform to all relevant OSHA, State, Florida Department of Transportation and County regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be borne solely by the responsible bidder. Barricades shall be provided by the bidder when work is performed in areas traversed by persons, or when deemed necessary by the Department. Bidder shall conduct tasks so that they will not interfere with any airport operations, pedestrian traffic on adjacent sidewalks or vehicular traffic on adjacent streets, and parking lots bus areas.

Bidder agrees to perform all work in a manner that meets all accepted standards for safe practice, and to safely maintain and operate all the equipment used in the performance of this contract. The County, reserves the right to issue immediate restrain or cease and desist to a bidder, when unsafe or harmful acts are observed or reported while performing under the contract. Hazardous conditions, not caused or correctable by Bidders are to be immediately reported to the Project Manager, or designee.

**2.11 MIAMI DADE HOUSING (MDHA) EXCEPTION TO CERTAIN CLAUSES**

The contract to be awarded under this solicitation will be accessed by the Miami-Dade Housing Authority (MDHA). As a Federally-funded agency, certain clauses within this solicitation do not apply to that Department's allocation:

Section 1, Paragraph 1.10 (Local Preferences); Paragraph 1.27 (Office of the Inspector General); Paragraph 1.35 (County User Access Program - UAP); Paragraph 1.43 (Small Business Enterprise); and Paragraph 1.44 (Local Certified Service-Disabled Veteran's Business Enterprise).

**2.12 WORK**

**A. NOTIFICATION TO BEGIN WORK**

The awarded bidder shall neither commence any work, nor enter a County facility, until a purchase order directing the bidder to proceed with various items of work has been received from an authorized representative of the Department; provided however, that such notification shall be superseded by any emergency work that may be required in accordance with provisions included elsewhere in this solicitation and resultant contract.

**B. CLEAN-UP**

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the bidder shall thoroughly clean up all areas where work has been involved as mutually agreed with the Department's project manager.

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**2.13 WORKING HOURS**

The bidder shall perform the requirements of this contract during regular working hours and days, except if alternate scheduling is agreed upon with the Department. Regular working hours and days are defined as Mondays through Fridays, 8:00AM to 5:00PM.

**2.14 REGULAR SERVICE CALL RESPONSE**

Bidder shall acknowledge all regular service calls within an hour of notification from the Department representative. The bidder should respond to the actual service call location within twenty-four hours after such notification, unless instructed differently by the Department's representative. For bi-annual inspections performed under Group 1, the successful bidder will coordinate dates and times with the respective Departments.

**2.15 REPORTING ARRIVAL AND DEPARTURE**

The awarded bidder's staff assigned to a project shall report their arrival and departure from the facilities or job site to an authorized representative of the Department. The awarded bidder shall obtain the name, title, and signature of the authorized County representative for the acceptance of the work completed. This information shall be included with the bidder's invoice.

**2.16 LABOR, PARTS AND MATERIALS: GROUPS 2 AND 3**

The bidder(s) shall furnish all labor, parts and materials necessary for satisfactory contract performance. When not specifically identified in the scope of work, such parts and materials shall be of a suitable type and grade for the purpose. All parts and workmanship shall be subject to the County's inspection and approval.

The bidder shall not charge the County any markup for parts or materials used for work performed under this contract, and is to be supplied at the bidders cost. Proof of actual cost shall be submitted with the bidder's invoice for the specific work completed.

**2.17 SUB-CONTRACTING**

Bidder(s) will be permitted use of sub-contractors. The company name, contact person, and a copy of their license/certificate shall be submitted to the Department's Project Manager at the point and time when a purchase order is issued. The sub-contractors are the responsibility of the bidder and not of the County. All sub-contractors performing work for the County shall be duly licensed prior to commencement of work.

Bidder(s) shall be fully responsible to the County for the acts and omissions of the sub-contractors and persons employed by them, as they are for acts and omissions of person(s) directly employed by them. Nothing contained in this bid solicitation shall be construed to create any contractual relationship between any sub-contractor and the County.

The County department reserves the right to approve, disapprove, or dismiss any sub-contractors.



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**2.18 UNAUTHORIZED WORK**

Neither the bidder nor any of their employees shall perform any work other than the work that is defined herein. The County representative may permit specific exceptions to the provisions of this paragraph when such permission is given in writing.

A bidder shall not be paid for any work performed outside the scope of the contract, or any work otherwise unauthorized.

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**3.1 SCOPE OF WORK**

The bidder shall furnish all labor, parts and materials where necessary to perform inspections, repairs and installations of various roll-up doors, roll-up windows, bi-fold bay doors, overhead doors, related motors, hardware and similar types of industrial doors at various Miami-Dade County facilities. The successful bidders will also be required to furnish and install new equipment on an as-needed basis.

**3.2 GROUP 1: BI-ANNUAL INSPECTION SERVICE REQUIREMENTS**

The bidder shall inspect equipment when scheduled bi-annually by the Department, and shall render such maintenance necessary to keep the equipment in proper and safe operating condition. The services must include:

- a. Examination, cleaning, adjustment, lubrication, repairs, and replacement of parts where necessary
- b. Operate each door while inspecting gears, chains, and other moving parts for free operation, wear, and possible damage
- c. Inspect curtain guides for dents and obstruction
- d. Inspect curtain slates for dents and holes
- e. Inspect and, if necessary, adjust the torsion of the counter balance spring
- f. Inspect and, if necessary, apply more lubrication to gears and other moving parts
- g. Inspect the motor for any electrical faults or deficiencies. Correct electrical faults and deficiencies as appropriate
- h. Inspect and, if necessary, adjust the limit switches

Should the bidder discover a needed repair during inspection, the bidder shall notify the Department and provide a written report for that repair. That report shall list separately; (a) details of the corrective action required, (b) parts and (c) labor. The County Department will then invite all prequalified bidders under Group 2 to submit a quote for that specific repair as outlined in Section 2.5.

**Note:** Upon completion of each inspection the bidder shall complete a “Checklist for Maintenance Services” form, provided as Attachment ‘A’ in this solicitation.

**3.3 GROUP 2: REPAIR, FURNISH & INSTALLATION SERVICE REQUIREMENTS - PREQUALIFICATION**

The bidder shall provide the following services as required for regularly scheduled requests:

- a. Repair or furnish and install roll-up door equipment upon receipt of a purchase order, approved and scheduled by a Department

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

- b. Test all components serviced and/or installed, in the presence of a representative from the requesting Department, at the completion of the service
- c. Tag each repaired and/or installed equipment with company information and date of repair.
- d. If a repair cannot be completed, the door must be secured in the closed position, or to the greatest extent practical for the site as approved by the Department, in order to protect the integrity of the facility, its occupants and/or contents.
- e. Repairs that take more than 24 hours to complete must be justified and approved by the Department. Jobs exceeding 24 hours in which the door cannot be operated and the building secured, may require the County to provide staff to safeguard the facility. Should the delay prove unjustified, the County reserves the right to charge the bidder for these extraordinary expenses.
- f. In the event that a repair takes more than 24 hours to complete, the bidder shall provide the Department with twice-daily progress reports. Status calls should be spaced (i.e. AM and PM) and an expected completion time refined at each report.

If the repair work extends beyond 96 hours without the Department's approval, the County reserves the right to discharge the bidder and secure the completion of the repairs from other contract bidders, or from other sources in the best interest of the County. The initial bidder shall be liable for any re-procurement charges.

**3.4 GROUP 3: EMERGENCY REPAIR SERVICES**

**Note:** All the requirements of Section 3.3 shall apply to this group.

Emergency service shall be for any unforeseen or unanticipated work not covered by scheduled repairs during regular working hours (defined in Section 2.12). As such, the bidder shall provide 24 hour, 7 day emergency response contact information under this contract. (See Section 4.5)

When responding to an emergency call, an assessment must be communicated to the Department within 30 minutes of arrival at the site. If an immediate repair is not possible, the bidder must provide an accurate projection of expected completion time.

- (a) During regular working hours, emergency service response time (defined as the time from acknowledged notification to arrival on-site) shall be within one and one-half (1½) hours after notification by the County.
- (b) Beyond regular working hours, emergency response time shall be within two (2) hours after notification by the County.

A written estimate, approved by the Department, will be required for all emergency repairs before commencement of work. Justifiable costs above the original estimate will also require Departmental approval.

**3.5 PARTS, ACCESSORIES AND MATERIALS**

All parts, accessories and materials used shall be genuine parts as manufactured and distributed by the manufacturer of the industrial doors being serviced. All non-original equipment manufacturer parts must be approved by the Department before installation.

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

**3.6 LUBRICANTS**

The lubricants used shall comply with the specifications for lubricants recommended by the equipment manufacturer for the particular type of industrial door to be repaired. Oils and greases must be approved by the manufacturer.

**3.7 LOCATION AND DESCRIPTION OF EQUIPMENT**

3.7(A) **BI-ANNUAL INSPECTIONS, REPAIRS & INSTALLATION SERVICES** will be needed by the following:

***SUSTAINABILITY, PLANNING AND ECONOMIC ENHANCEMENT DEPARTMENT***

Item	Location	Type of Door	# of Doors
1	2615 NW 10 <sup>th</sup> Avenue	Roll-up overhead garage doors	6

***INTERNAL SERVICES DEPARTMENT***

Item	Locations (All doors are roll-up)		# of Doors
1	Courthouse Center,	175 NW 1 <sup>st</sup> Avenue, Suite # 152	5
2	SPCC,	111 NW 1 Street	7
3	Medical Examiner Dept.,	1851 NW 10 <sup>th</sup> Avenue	4
4	Metro Annex,	860 NW 23 <sup>rd</sup> Street	1
5	E.R. Graham,	1350 NW 12 <sup>TH</sup> Avenue	1
6	Brummer Building (PD),	1320 NW 14 <sup>TH</sup> Street	1
7	Coral Gables Courthouse,	3100 Ponce De Leon Blvd.	2
8	Business Supplies Shop Warehouse,	2225 NW 72 Avenue	1
9	County Store,	980 W. 84 <sup>th</sup> Street	1
10	DCC,	73 West Flagler	4
11	MDFB,	140 West Flagler	3
12	Cultural Center,	101 West Flagler	1
13	CSF,	200 NW 1 <sup>st</sup> Street	3
14	Garage 5,	270 NW 2 <sup>nd</sup> Street	5
15	Hickman Bldg.	275 NW 2 <sup>nd</sup> Street	3
16	Record Center,	9350 NW 12 <sup>th</sup> Street	1
17	Elections Building,	2700 NW 87 Avenue	8
18	Landmark,	20000 NW 47 Avenue	16
19	Richard E. Gerstein Building,	1351 NW 12 Avenue	3
20	ISD Trade Shops,	3501 NW 46 Street	8
21	Overtown Transit Village North,	701 NW 1 Court	3
22	Overtown Transit Village South,	601 NW 1 Court	1
23	Data Processing Center,	5680 SW 87 <sup>th</sup> Avenue	7
24	Telecommunications Center,	6010 SW 87 <sup>th</sup> Avenue	11
25	Shop 1 Main - E8A6,	703 NW 25th Street	6
26	Downtown Motor Pool - D5B7,	201 NW 1st Street	4
27	Police Headquarters,	9109 NW 25th Street	9

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

28	South Dade Government Center,	10740 SW 211th Street	7
29	Station 1,	5975 Miami Lakes Drive	2
30	Station 2,	2950 NW 83rd Street	1
31	Station 5,	7707 SW 117th Avenue	1
32	Station 6,	15665 Biscayne Boulevard	1
33	Station 8,	10000 SW 142nd Avenue	4
34	Station 9,	18802 NW 27th Avenue	4
35	Shop 2, Auto,	6100 SW 87th Avenue	5
36	Shop 3, Auto,	8801 NW 58th Street	2
37	Shop 3, Main,	8801 NW 58th Street	14
38	Shop 3A, Northeast,	18701 NE 6th Avenue	8
39	Shop 3B, Southwest,	7900 SW 107th Avenue	8
40	Shop 3C,	8801 NW 58th Street	8
41	Shop 3D,	10820 SW 211 Street	6
42	Tire Shop,	8801 NW 58th Street	2
43	ICFB Building,	11500 NW 25 <sup>th</sup> Street	4

**MIAMI-DADE TRANSIT DEPARTMENT**

Roll-Up Door Department

Item	Locations (All doors are roll-up)	# of Doors
1	Central Bus Facility Revenue, 3300 NW 32 <sup>nd</sup> Ave	1
2	Central Bus Facility, O&I, Fuel Island, 3431 NW 31 <sup>st</sup> St.	1
3	Central Bus Facility, O&I, 3431 NW 31 <sup>st</sup> St.	23
4	Central Bus Facility, SS, 3295 NW 31 <sup>st</sup> St.	43
5	Central Bus Facility, BMB, 3311 NW 31 <sup>st</sup> St.	4
6	Central Bus Facility, FAC, 3312 NW 31 <sup>st</sup> St.	4
7	Central Bus Facility, WHSE, 3401 NW 31 <sup>st</sup> St.	4
8	Coral Way Bus, 2775 SW 74 Ave.	38
9	Northeast Bus Facility – N.E. Garage 360 NE 185 St.	29
10	William Lehman Facility, 6601 NW 72 Ave.	38
11	Palmetto Station, 7701 NW 79 Ave.	6
12	Okeechobee Station, 2005 W. Okeechobee Rd	11
13	Hialeah Station, 115 East 21 <sup>st</sup> St.	6
14	Tri-Rail Station, 1125 East 25 <sup>th</sup> St.	3
15	Northside Station, 3150 NW 79 <sup>th</sup> St.	6
16	Martin Luther King Station, 6205 NW 27 <sup>th</sup> Ave.	16
17	Brownsville Station, 5200 NW 27 <sup>th</sup> Ave.	6
18	Earlington Heights Station, 2100 NW 41 St.	4
19	Allapattah Station, 3501 NW 12 <sup>th</sup> Ave.	3
20	Santa Clara Station, 2050 NW 12 <sup>th</sup> Ave.	4
21	Civic Center Station, 1501 NW 12 <sup>th</sup> Ave.	2

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

22	Culmer Station,	701 NW 11 <sup>th</sup> St.	4
23	Overtown Station,	100 NW 6 <sup>th</sup> St.	3
24	Government Center Station,	111 NW 1 <sup>st</sup> St.	4
25	Brickell Station,	801 SW 1 <sup>st</sup> Ave.	3
26	Vizcaya Station,	3201 SW 1 <sup>st</sup> Ave.	3
27	Coconut Grove Station,	2780 SW 27 <sup>th</sup> Ave.	3
28	University Station,	5400 Ponce De Leon Blvd	3
29	Douglas Road Station,	3100 Douglas Rd.	6
30	South Miami Station,	5949 Sunset Dr.	12
31	Dadeland North Station,	8300 South Dixie Hwy	12
32	Dadeland South Station,	9150 Dadeland Blvd	3
33	DPM Maintenance Bldg/Downtown,	100 SW 1 <sup>st</sup> Ave.	9
34	School Board DPM,	50 NE 15 St.	3

**MIAMI-DADE POLICE DEPARTMENT**

Item	Locations (All doors are roll-up)	# of Doors
1	Special Patrol Bureau; 1567 NW 79 <sup>th</sup> Avenue	10
2	Professional Compliance Bureau; 18805 NW 27 <sup>th</sup> Avenue	2
3	Facilities Maintenance Section (South Office); 7617 SW 117 <sup>th</sup> Avenue	2
4	Tamiami Aviation Unit; 13930 SW 127 <sup>th</sup> Avenue	1
5	Opa-Locka Aviation; 4285 NW 145 <sup>th</sup> Street	1
6	Confiscated Property; 18930 SW 216 <sup>th</sup> Street	1

**MIAMI-DADE WATER AND SEWER DEPARTMENT**

**Note:** The number of doors include roll-up type windows as indicated.

Item	Locations (All doors are roll-up unless described otherwise)	# of Doors
1	36 <sup>th</sup> Street, 3625 NW 10 Avenue	3
2	Alex Orr, 6800 SW 87 Avenue	1
3	Distribution, 1001 NW 11 Street	22
4	Douglas, 3071 SW 38 Avenue (1 window)	5
5	HUD, 678 NW 7 Street	8
6	LeJeune, 3575 S. LeJeune Road	1
7	Medley, 7301 NW 70 Street	6
8	South Miami Heights, 20820 SW 117 Avenue	8
9	Virginia Key, 3939 Rickenbacker Causeway	3
10	Westwood Lakes, 4801 SW 117 Avenue (1 window)	22
11	Hialeah – Preston, 1100 W. 2 Avenue	37
12	P.S.#516, 10390 Puerto Rico Drive, Cutler Bay	1

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

13	P.S.#517,	18445 Old Cutler Road, Palmetto Bay	1
14	P.S.#522,	20900 SW 117th Avenue, SMH Facility	1
15	P.S.#691,	551 SE 8th Street, Homestead	1
16	P.S.#692,	30211 SW 147 Avenue, Miami	1
17	P.S.#706,	18710 SW 87th Avenue, Miami	1
18	P.S.#1010,	28402 SW 144th Avenue, Miami	1
19	P.S.#1051,	18701 Lenaire Drive, Cutler Bay	1
20	P.S.#1072,	35401 SW 179 Avenue, Miami	1
21	P.S.#1073,	460 NW 5th Avenue, Florida City	1
22	P.S.#536,	8989 SW 117th Avenue	3
23	P.S.#559,	8700 SW 95th Avenue	2
24	P.S.#571,	8260 SW 97 Avenue	1
25	P.S.#300,	12700 NW 30th Avenue	1
26	P.S.#307,	201 W. 74th Place	1
27	P.S.#329,	6350 Lake Patricia Drive	1
28	P.S.#345,	15000 NW 37th Avenue	1
29	P.S.#346,	13760 NE 5th Avenue	1
30	P.S.#347,	1825 NE 150th Street	1
31	P.S.#348,	5700 E. 8th Avenue	1
32	P.S.#414,	13940 NW 60th Avenue	1
33	P.S.#415,	3750 NW 181st Street	1
34	P.S.#416,	7301 NW 186th Street	1
35	P.S.#417,	7870 NW 178th Street	1
36	P.S.#418,	3330 W. 76th Street	1
37	P.S.#421,	20215 NW 2nd Avenue	1
38	P.S.#422,	3028 NW 208th Terrace	1
39	P.S.#423,	2459 NE 204th Street	1
40	P.S.#424,	21101 NE 28th Avenue	1
41	P.S.#425,	19201 NE 29th Avenue	1
42	P.S.#426,	4001 NE 163rd Street	1
43	P.S.#1310,	151 NW 37th Avenue	2
44	P.S.#187,	1 Northwest Blvd.	1

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

3.7(B) **REPAIR & INSTALLATION SERVICES ONLY – NO BI-ANNUAL INSPECTIONS NEEDED**  
by the following:

**AVIATION DEPARTMENT**

Item	Locations	# of Doors
1	Miami International Airport (MIA), 4331 NW 22 Street	N/A
2	Opa-Locka Airport, 14201 NW 42 Avenue	N/A
3	Kendall–Tamiami Executive Airport, 12800 SW 145 Avenue	N/A
4	Homestead General Airport, 28700 SW 217 Avenue	N/A
5	Training and Transition(T&T)Airport, 54575 E.Tamiami Trail	N/A

**NOTE:** Facilities include: Main Terminal Buildings, Maintenance/Storage Buildings, Cargo and other buildings operated/managed by MDAD at all airports. An accurate inventory is not available at this time.

**CORRECTIONS & REHABILITATION DEPARTMENT**

Item	Locations (All doors are roll-up unless described otherwise)	# of Doors
1	Pre-Trial Detention Center, 1321 NW 13 St	7
2	Women's Detention Center, 1401 NW 7 Ave	1
3	Turner-Guilford-Knight Correction Center, 7000 NW 41 St	9
4	Training Treatment Center, 6950 NW 41 St	20 *
5	Metro West Detention Center, 13850 NW 41 St	3
6	Property Warehouse, 7845/7855 NW 148 St	4

**Note:** [ \* ] Denotes doors as manual roll-up, **not** electro-mechanical.

**FIRE RESCUE DEPARTMENT**

Item	LOCATION (All doors are Roll-Up Overhead Garage type unless described otherwise)	# of Doors
1	Station1. 16699 NW 67 Avenue	4
2	Station2. 6460 NW 27 Avenue (Bi-Fold Bay Door)	6
3	Station3. 3911 SW 82 Avenue	2
4	Station4. 9201 SW 152nd Street	4
5	Station5. 13150 SW 238th Street	2
6	Station6. 15890 SW 288th Street	4
7	Station7. 9350 NW 22 Avenue	4
8	Station8. 2900 Aventura Boulevard	5
9	Station9. 7777 SW 117th Avenue	3
10	Station10. 75 – 172 Street	6
11	Station11. 18705 NW 27th Avenue	4
12	Station13. 6000 SW 87 Avenue - Logistical Services Building	20
13	Station14. 5860 SW 70th Street	5



**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

14	Station15. 2 Crandon Boulevard	4
15	Station16. (OLD) 325 NW 2nd Street	7
16	Station16. (NEW) 325 NW 2nd Street (Bi-Fold Bay Doors)	6
17	Station17. 7050 NW 36th Street	4
18	Station19. 650 NW 131st Street	4
19	Station20. 13000 NE 16 Avenue	3
20	Station21. 10500 Collins Avenue	6
21	Station22. 15655 Biscayne Boulevard	4
22	Station23. 7825 SW 104th Street	4
23	Station26. 3190 NW 119th Street	6
24	Station28. 10350 NW 87 Avenue	1
25	Station29. 351 SW 107 Avenue	4
26	Station30. 9500 NW 2 Avenue	4
27	Station31. 17050 NE 19 Avenue	4
28	Station32. 16899 NE 3 Court	2
29	Station34. 10850 SW 211 Street	8
30	Station35. 201 Westward Drive	2
31	Station36. 10001 Hammocks Boulevard	5
32	Station37. 4200 SW 142 Avenue	3
33	Station38. 575 NW 199th Street	3
34	Station39. 1301 African Way, Shed A	4
35	Station40. 901 SW 62 Avenue	2
36	Station42. 65 Fisher Island Drive	4
37	Station43. 13390 SW 152nd Street	4
38	Station44. 7700 NW 186th Street	4
39	Station45. 9710 NW 58th Street	3
40	Station46. 10200 NW 116 Way	4
41	Station47. 9361 SW 24th Street	2
42	Station48. 8825 NW 18th Terrace	4
43	Station49. 10850 SW 57th Avenue	1
44	Station50. 9798 Hibiscus Street	2
45	Station51. 4775 NW 199th Street	4
46	Station52. 12105 Quail Roost Drive	4
47	Station53. 11600 SW Turnpike Hwy	4
48	Station54. 15250 NW 27th Avenue	4
49	Station55. 21501 SW 87th Avenue	4
50	Station56. 16250 SW 72nd Avenue	4
51	Station57. 8501 SW 127th Avenue	4
52	Station58. 12700 SW 6th Street	4
53	Station60. 17605 Coconut Palm	4
54	Station61. 15155 SW 10th Street	4
55	Station65. 1350 SE 24th Street	4
56	Station66. 3100 SE 8th Street	6
57	Station69. 11151 NW 74th Street (Bi-Fold Bay Doors)	6
58	Station76. 1065 95th Street	2
59	Headquarters - (FMB) 9300 NW 41st Street	12
60	Headquarters - Training Site 9300 NW 41st Street	14

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

61	Supply Warehouse. 8010 NW 60 Street	8
62	Penske. 8141 NW 80Th Street (Interior Roll-Up Grille)	2
63	Penske. 8141 NW 80Th Street	10

**PARKS, RECREATION AND OPEN SPACES DEPARTMENT**

**Note:** The number of doors include roll-up windows as indicated.

Item	Locations (All doors are roll-up)	# of Doors
1	Amelia Earhart Park, 401 E. 65 Street (3 windows)	5
2	Arcola Park, 1680 NW 87 Street	1
3	Arcola Pool, 1680 NW 87 Street	2
4	Country Lake Park, 19505 NW 87 Avenue	1
5	Country Village Park, 6550 NW 188 Terrace	2
6	Gwen Cherry Pool, 7090 NW 22 Avenue	1
7	Highland Oaks Park, 20300 NE 24 Avenue	1
8	Jefferson Reaves Sr. Park, 3090 NW 50 <sup>th</sup> Street	8
9	Little River Park, 10525 NW 24 Avenue (1 window)	2
10	Little River Pool, 10525 NW 24 Avenue	1
11	Dr. MLK Jr. Memorial Park, 6160 NW 32 Court	1
12	Dr. MLK Jr. Maintenance Shop, 6160 NW 32 Court	3
13	Marva Y. Bannerman Pool, 4830 NW 24 Avenue	2
14	Norman & Jean Reach Park, 7901 NW 176 Street	1
15	NFL/YET Center, Gwen Cherry Park, 7090 NW 22 Ave. (1 window)	7
16	Olinda Park, 5100 NW 21 <sup>st</sup> Avenue	1
17	West Little River Park, 2450 NW 84 Street (1 window)	3
18	Crandon Park (Concession 1), 6747 Crandon Blvd	6
19	Crandon Park (Concession 2), 6747 Crandon Blvd	3
20	Crandon Park (Concession 3), 6747 Crandon Blvd	9
21	Crandon Park (Snack Bar), 6747 Crandon Blvd (5 windows)	10
22	Crandon Park (Carousel), 6747 Crandon Blvd	8
23	Pelican Harbor (Pier A), 1275 NE 79 Street	1
24	Pelican Harbor (Fuel Dock), 1275 NE 79 Street	1
25	Tennis Center (Pro Shop), 7300 Crandon Blvd	1
26	Tennis Center (Stadium), 7300 Crandon Blvd	1
27	Tennis Center (Loading Dock), 7300 Crandon Blvd	1
28	Tennis Center (Concession), 7300 Crandon Blvd	2
29	Matheson Hammock, 9610 Old Cutler Road	1
30	Black Point, 24775 SW 87 Avenue	3
31	Haulover Park (Maintenance), 10800 Collins Avenue	4
32	Haulover Park (Turtle Hut), 10800 Collins Avenue	1
33	Haulover Park (Old Bath House), 10800 Collins Avenue	1
34	Kendall Shops Warehouse, 11395 SW 79 Street	15
35	South Trade, 12451 SW 184 Street	19

**SECTION 3**  
**TECHNICAL SPECIFICATIONS**

36	North Trade,	200 West 74 Place	(4 windows)	19
37	Warehouse,	11379 SW 79 Street		3
38	Devon Air Park,	10411 SW 122 Avenue	(1 window)	3
39	Camp Owaissa Bauer,	17001 SW 264 Street	(2 windows)	3
40	Deerwood Bonita Lakes,	14445 SW 122 Avenue	(1 window)	2
41	Wild Lime,	14751 Hammocks Blvd	(2 windows)	3
42	Eureka Villas,	18320 SW 119 Avenue	(1 window)	2
43	Hammocks Community,	9885 Hammocks Blvd	(5 windows)	7
44	West Kendall Dog Park,	12001 SW 157 Avenue		1
45	South Dade Park,	28151 SW 164 <sup>th</sup> Avenue		1
46	Helen Sands Pool Park,	16350 SW 280 Street		2
47	Sgt. Joseph Delancy Park,	14450 Boggs Drive	(2 windows)	3
48	Eureka Park,	18320 SW 119 Avenue	(2 windows)	3
49	Colonial Drive Park,	10750 SW 156 Terrace	(1 window)	2
50	West Perrine,	10371 SW 170 Terrace	(1 window)	3
51	Goulds Park,	11350 SW 216 Street	(1 window)	5
52	Southridge Park,	11250 SW 192 Street		4
53	Naranja Park,	14150 SW 264 Street		2
54	Homestead Air Reserve Park,	27401 SW 127 Avenue	(1 window)	2
55	Crandon Tennis Stadium,	7300 Crandon Blvd	(all windows)	15

**PORT OF MIAMI**

Item	Locations (All doors are roll-up)		# of Doors
1	Maintenance Building	1580 N. Cruise Blvd.	11
2	Garage – C	1648 N. Cruise Blvd.	1
3	Shed – C	1720 Africa Way	14
4	Terminal – B and C:	1741-1751 N. Cruise Blvd.	16
5	Shed – B	1509 N. Cruise Blvd.	25
6	Terminal – D	1435 N. Cruise Blvd.	33
7	Terminal – 10	1303 N. Cruise Blvd.	9
8	Terminal – E	1265 N. Cruise Blvd.	33
9	Terminal – 2 : Pod 2	1177 N. Cruise Blvd.	1
10	Pod – 3		1
11	Terminal – F	1103 N. Cruise Blvd.	41
12	Pod – 4		1
13	Terminal – G	909-1055 N. Cruise Blvd.	40
14	Pod – 5		1
15	Terminal – J	1120 N. Cruise Blvd.	4
16	Shed – E	514 Australia Way	10

**SECTION 4**  
**BID SUBMITTAL FORMS**

**Submit Bid To:**  
**CLERK OF THE BOARD**  
**Stephen P. Clark Center**  
**111 NW 1<sup>st</sup> Street**  
**17<sup>th</sup> Floor, Suite 202**  
**Miami, Florida 33128-1983**

**OPENING: 2:00 P.M.**  
**Wednesday**  
**May 29, 2013**



**PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES, DELIVERED IN MIAMI-DADE COUNTY, FLORIDA.**

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: ISD/PM  
D. Chung

Date Issued:  
**5/15/2013**

This bid submittal consists of  
pages 17 through 24, affidavits  
and attachments.

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

**TITLE:**

**Roll-Up Doors: Inspection, Repair, Furnish and Installation Services**

A Bid Deposit in the amount of **N/A** of the total amount of the bid shall accompany all bids.

A Performance Bond in the amount of **N/A** of the total amount of the bid will be required upon execution of the contract by the successful bidder and Miami-Dade County.

<b>DO NOT WRITE IN THIS SPACE</b>	
ACCEPTED _____	HIGHER THAN LOW _____
NON-RESPONSIVE _____	NON-RESPONSIBLE _____
DATE B.C.C. _____	NO BID _____
ITEM NOS. ACCEPTED _____	
COMMODITY CODE: 150-55; 150-30; 150-31	
Procurement Contracting Officer : Denis Chung	

FIRM NAME \_\_\_\_\_

**RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS.**

**FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE ON THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER THE BIDDER INELIGIBLE FOR LOCAL PREFERENCE.**

**FAILURE TO SIGN THE BID SUBMITTAL FORM IN SECTION 4 WILL RENDER YOUR BID NON-RESPONSIVE.**

**SECTION 4**  
**BID SUBMITTAL FORMS**

**4.1 CHECKLIST FOR REQUIREMENTS**

COMPANY NAME: \_\_\_\_\_

Section Reference	Summarized Requirements	Initial as Completed
Section 2, Paragraph 2.5(C)1	Bidders or its subcontractor(s) shall hold an Electrical and/or General Contractors License. - A copy of the license is attached to the bid submittal form -	_____
Section 2, Paragraph 2.5(C)2	In accordance with the Code of Miami-Dade County, Florida, Section 10-3 (B), any person, firm, corporation or joint venture which submits an offer in response to this County solicitation, shall, hold a valid <u>Certificate of Competency</u> for <u>Garage and Industrial Doors</u> issued by the State or County Examining Board qualifying said person, firm, corporation or joint venture to perform the work proposed. - A copy of the certificate is attached to the bid submittal form -	_____
Section 2, Paragraph 2.5(C)3	If work for other trades is required in conjunction with this solicitation and will be performed by a subcontractor(s), an applicable Certificate of Competency issued to the subcontractor(s) shall be submitted with the prime bidder's offer. Subcontractor(s) Name(s): _____ - A copy of the certificate is attached to the bid submittal form -	_____
Section 2, Paragraph 2.5(C)4	List a minimum of three references where your company has performed inspection / repair / installation services as required by this solicitation. 1. Company name: _____ Address: _____ Contact name: _____ Phone: _____ E-mail: _____ Fax: _____ 2. Company name: _____ Address: _____ Contact name: _____ Phone: _____ E-mail: _____ Fax: _____ 3. Company name: _____ Address: _____ Contact name: _____ Phone: _____ E-mail: _____ Fax: _____ 4. Company name: _____ Address: _____ Contact name: _____ Phone: _____ E-mail: _____ Fax: _____	_____

**SECTION 4**  
**BID SUBMITTAL FORMS**

**4.2 PRICE SUBMITTAL**

COMPANY NAME: \_\_\_\_\_

**GROUP 1: BI-ANNUAL INSPECTION AND MAINTENANCE**

Item	Description	Hourly Rate
1	Bi-Annual Inspection Services (as described in Section 3, paragraph 3.2)	\$_____

**GROUP 3: EMERGENCY REPAIR SERVICES**

Item	Description	Hourly Rate
1	Emergency Repair Services (as described in Section 3, paragraph 3.4)	\$_____

**Note: Charges for parts will be in accordance with Section 2, paragraph 2.14****4.3 GROUP 2 PARTICIPATION DISCLAIMER**

Section 2.5(A) states that awarded bidders under Group 1 are deemed prequalified for Group 2 and are therefore eligible to participate in future spot market competitions for the repair and installation of roll-up door systems at any County facility. Bidders shall indicate if they intend to participate in the pre-qualification pool by checking the appropriate box below.

☐ **Yes**, I intend to participate in Group 2.

☐ **No**, I do not intend participate in Group 2.

**SECTION 4**  
**BID SUBMITTAL FORMS**

**4.4**    **OFFICE INFORMATION:** Per Section 2.5(D)5

<u>Company Name:</u>	
<u>Office Location:</u>	
<u>Contact Person(s):</u>	<u>Title:</u>
<u>Phone Number(s)</u>	<u>Fax Number</u>
<u>Email Address(es)</u>	
<u>24 Hour Emergency Contact(s)</u>	

**SECTION 4**  
**BID SUBMITTAL FORMS**

**TITLE: ROLL-UP DOORS INSPECTION, REPAIR, FURNISH AND  
INSTALLATION SERVICES**

**ACKNOWLEDGEMENT OF ADDENDA**

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**INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES**

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**PART I:**

LIST BELOW ARE THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN  
CONNECTION WITH THIS BID

Addendum #1, Dated \_\_\_\_\_

Addendum #2, Dated \_\_\_\_\_

Addendum #3, Dated \_\_\_\_\_

Addendum #4, Dated \_\_\_\_\_

Addendum #5, Dated \_\_\_\_\_

Addendum #6, Dated \_\_\_\_\_

Addendum #7, Dated \_\_\_\_\_

Addendum #8, Dated \_\_\_\_\_

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**PART II:**

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

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**FIRM NAME:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**TITLE OF OFFICER:** \_\_\_\_\_



**Bid Title: Roll-Up Doors: Inspection, Repair, Furnish and Installation Services**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder. Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor. The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon bidder registration. Failure to register as a bidder within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information at the time of bid or proposal submission.

☐ Place a check mark here only if bidder has such conviction to disclose.

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall execute the proposal through a duly authorized representative and shall also initial this space: \_\_\_\_\_. In such event, the proposer shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**LOCAL PREFERENCE CERTIFICATION:**

For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.

☐ Place a check mark here only if affirming bidder meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the bidder ineligible for Local Preference.

**LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION:** For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County, as defined in Section 1.10 of the General Terms and Conditions of the original solicitation.

☐ Place a check mark here only if affirming bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for the LHP.

The address of the locally-headquartered office is \_\_\_\_\_

**LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION:**

A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with this proposal.

**COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program**

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Bidder participation in the Joint Purchase portion of the UAP is **voluntary**, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and **shall not be binding** on the bidder.

- A. If awarded this County contract, would you be interest in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **within** the geographical boundaries of Miami-Dade County?

Yes \_\_\_\_\_ No \_\_\_\_\_

- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located **outside** the geographical boundaries of Miami-Dade County?

Yes \_\_\_\_\_ No \_\_\_\_\_

Firm Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ FEIN No.    -

Prompt Payment Terms: \_\_\_\_\_% \_\_\_\_\_ days net \_\_\_\_\_ days (**Please see paragraph 1.2'H' of General Terms and Conditions**)

**Signature:** \_\_\_\_\_ (of authorized agent)

*By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract.*

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. **FAILURE FOR AN AUTHORIZED REPRESENTATIVE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE, SHALL RENDER THE PROPOSAL NON-RESPONSIVE.** THE COUNTY MAY HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.



# **APPENDIX**

## **AFFIDAVITS** **FORMAL BIDS**



**Miami-Dade County**  
Internal Services Department  
Procurement Management Division  
**Affirmation of Vendor Affidavits**

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : Federal Employer  
Identification Number (FEIN):

Contract Title:

### Affidavits and Legislation/ Governing Body

1.	<b>Miami-Dade County Ownership Disclosure</b> Sec. 2-8.1 of the County Code	6.	<b>Miami-Dade County Vendor Obligation to County</b> Section 2-8.1 of the County Code
2.	<b>Miami-Dade County Employment Disclosure</b> County Ordinance No. 90-133, amending Section 2-8.1(c)(2) of the County Code	7.	<b>Miami-Dade County Code of Business Ethics</b> Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (d) and (f) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3.	<b>Miami-Dade County Employment Drug-free Workplace Certification</b> Section 2-8.1.2(b) of the County Code	8.	<b>Miami-Dade County Family Leave</b> Article V of Chapter 11 of the County Code
4.	<b>Miami-Dade County Disability Non-Discrimination</b> Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9.	<b>Miami-Dade County Living Wage</b> Section 2-8.9 of the County Code
5.	<b>Miami-Dade County Debarment Disclosure</b> Section 10.38 of the County Code	10.	<b>Miami-Dade County Domestic Leave and Reporting</b> Article 8, Section 11A-60 11A-67 of the County Code

\_\_\_\_\_  
 Printed Name of Affiant                      Printed Title of Affiant                      Signature of Affiant

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Name of Firm
Date

Address of Firm \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### Notary Public Information

Notary Public – State of \_\_\_\_\_ County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me this \_\_\_\_\_ day of, \_\_\_\_\_, 20\_\_\_\_.

by \_\_\_\_\_ He or she is personally known to me ☐ or has produced identification ☐

Type of identification produced

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Serial Number

\_\_\_\_\_  
 Print or Stamp of Notary Public                      Expiration Date                      Notary Public Seal

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature \_\_\_\_\_

Revised 2/11/11

Firm Name or Prime Contractor/Respondent	Project/Contract Number	PEN#

[illegible]

☐ I want more information about this opportunity. Please contact me at \_\_\_\_\_.

Signature of Bachelor's Representative      Print Name      Print Title      Date

BID TITLE: ROLL-UP DOORS; INSPECTION, REPAIR, FURNISH AND INSTALLATION SERVICES

IN ACCORDANCE WITH SECTION 3, PARAGRAPH 3.2 ; BI-ANNUAL INSPECTIONS SHALL INCLUDE COMPLETION OF THE FOLLOWING CHECKLIST:

Item	Description of Service	Initial as Completed
a	Adjust, clean and lubricate all parts and mechanisms	
b	Operate each door while inspecting gears, chains, and other moving parts for free operation, wear, and possible damage	
c	Inspect curtain guides for dents and obstruction	
d	Inspect curtain slates for dents and holes	
e	Inspect and, if necessary, adjust the torsion of the counter balance spring	
f	Inspect and, if necessary, apply more lubrication to gears and other moving parts	
g	Perform all necessary maintenance work, including examination, cleaning, adjustment, lubrication, repairs, and replacement	
h	Inspect the motor for any electrical faults or deficiencies. Correct electrical faults and deficiencies as appropriate	
i	Inspect and, if necessary, adjust the limit switches	

During the bi-annual inspection, needed repair(s) not covered under the service became evident. This is to notify the Department of the need for said repair(s). A detailed report will be provided as required.	Repair Required _____	Repair Not Required _____
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[ CHECK ONE ]

Company name: \_\_\_\_\_

Representative's signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Miami-Dade County representative's signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: This form must be completed and submitted with the invoice after service is provided.**

